

**CLASS SPECIFICATION**  
**SAN DIEGO CITY CIVIL SERVICE COMMISSION**  
**PLANT OPERATOR TRAINEE**

**DEFINITION:**

Under immediate supervision and continual instruction in a planned training program, to perform a variety of increasingly responsible tasks associated with the operation of potable water treatment, wastewater treatment, or pump station equipment; and to perform related work.

**DISTINGUISHING CHARACTERISTICS:**

This is the entry level classification in the Wastewater Plant Operator and Water Plant Operator series.

**\* EXAMPLES OF DUTIES:**

**At a potable water treatment plant:**

- Learns to operate pumps, chlorinators, valves, filters, mixers, chemical feeders, agitators, and backup emergency generators;
- Learns to adjust and calibrate feed machinery for a variety of chemicals such as activated carbon, chlorine, KMnO<sub>4</sub>, and other normal treatment chemicals to maintain treatment at prescribed standards;
- Learns to manipulate plant sources based on water quality and availability to maintain reservoir levels within predetermined limits.

**At a wastewater treatment plant or pump station:**

- Learns to operate pumps, valves, boilers, screens, mixers, digesters, aerators, chemical feed systems, chlorinators, and sludge collectors;
- Removes scum from top of sedimentation tanks;
- Hauls grit in trucks.
- In each instance, monitors the operation of equipment;
- Receives training on identifying and reporting malfunctioning equipment;
- Reads and records reading of meters and gauges;
- May perform minor cleaning or lubricating of equipment;
- Keeps logs and reports of operations;
- Makes simple temperature and operational readings;
- Takes laboratory samples;
- Performs custodial duties in and around buildings;
- Operates more complex machinery on a relief and training basis.

**MINIMUM QUALIFICATIONS:**

Please note: the minimum qualifications stated below are a guide for determining the education, training, experience, special skills, and/or license which may be required for employment in the class. These are re-evaluated each time the position is opened for recruitment. Please refer to the most recent Job Announcement for updated minimum qualifications.

Possession of a high school diploma or its equivalent. Possession of a valid California Class C Driver's License.

- \* EXAMPLES OF DUTIES** performed by employees in this class. The list may not include all required duties, nor are all listed tasks necessarily performed by everyone in this class.